

## **CITY OF ALAMEDA**

### **Memorandum**

To: Honorable Mayor and  
Members of the City Council

From: John A. Russo  
City Manager

Date: October 18, 2011

Re: Adopt a Resolution Superseding and Rescinding Resolution 14537  
Designating the Person to Perform the Duties of the City Manager in the  
Event of His or Her Absence or Disability

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### **BACKGROUND**

Section 3-7(h) of Article III of the City Charter requires that the City Council designate the person to perform the duties of the City Manager in the event of his or her absence or disability.

### **DISCUSSION**

The City Council passed Resolution 14032 on November 4, 2006, to identify the positions and order in which succession would occur. That resolution designated the Assistant City Manager as the person who would act for the City Manager in his or her absence.

On January 4, 2011, the City Council adopted Resolution 14537 to name the Deputy City Manager—Administrative Services as the person designated to act in the City Manager's absence, followed by the Deputy City Manager—Development Services, Public Works Director, Police Chief, Fire Chief, and Housing Department Executive Director. This resolution reflected the City's then-current management structure.

Recent changes in management necessitate an update to the resolution to reflect the City's current management structure. The new resolution designates the Assistant City Manager as the person who will act for the City Manager, followed by the Deputy City Manager, Public Works Director, Police Chief, and Fire Chief.

### **FINANCIAL IMPACT**

There is no financial impact to the General Fund from the adoption of this resolution.

**City Council  
Agenda Item #5-D  
10-18-11**

RECOMMENDATION

Adopt a resolution superseding and rescinding Resolution 14537 designating the person to perform the duties of the City Manager in the event of his or her absence or disability.


Respectfully submitted,

A handwritten signature in black ink, appearing to read "Lisa Goldman", with a stylized, flowing script.

Lisa Goldman  
Assistant City Manager

CITY OF ALAMEDA RESOLUTION NO. \_\_\_\_\_

SUPERSEDING AND RESCINDING RESOLUTION 14537 DESIGNATING THE  
PERSON TO PERFORM THE DUTIES OF THE CITY MANAGER IN THE  
EVENT OF HIS OR HER ABSENCE OR DISABILITY

Approved as to Form  
  
City Attorney

WHEREAS, Section 3-7(h) of Article III of the Charter of the City of Alameda requires that the City Council designate the person to perform the duties of the City Manager in the event of his or her absence or disability; and

WHEREAS, staffing has changed since Resolution 14537 was adopted in January of 2011.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Alameda that the City Manager is hereby authorized to designate the City officer or official to perform the duties of the City Manager in the event of the City Manager's absence or disability.

BE IT FURTHER RESOLVED that in the event the City Manager does not or is unable to designate a person to perform the duties of the City Manager, the Assistant City Manager shall be the person to perform the duties of the City Manager in the event of the City Manager's absence or disability.

BE IT FURTHER RESOLVED that in the event both the City Manager and the Assistant City Manager are unable to perform the duties of the City Manager, the Deputy City Manager shall be the person to perform the duties of the City Manager in the event of the City Manager's absence or disability.

BE IT FURTHER RESOLVED that in the event that the City Manager, Assistant City Manager, and Deputy City Manager are unable to perform the duties of the City Manager, the following Department Heads shall perform the duties of the City Manager in the order set forth below:

Public Works Director  
Police Chief  
Fire Chief

BE IT FURTHER RESOLVED that Resolution 14537 relating to the same subject matter is hereby fully and completely rescinded.

\* \* \* \* \*

I, the undersigned, hereby certify that the foregoing Resolution was duly and regularly adopted and passed by the Council of the City of Alameda in a regular meeting assembled on the 18<sup>th</sup> day of October, 2011, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSECTIONS:

IN WITNESS, WHEREOF, I have hereunto set my hand and affixed the official seal of said City this 19<sup>th</sup> day of October 2011.

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Lara Weisiger, City Clerk  
City of Alameda